

Commonwealth of Virginia

Dept. of Criminal Justice Services: Virginia Center for School Safety Feb. 2005

Application for **Re-certification** of School Security Officer

In order to conform to Virginia State Regulation 6 VAC 20-240, applications for re-certification of School Security Officers shall be received by the department at least 30 days before certification expiration. It is the responsibility of the individual to ensure re-certification applications are filed with the department.

Applicants for re-certification must complete 16 hours of in-service training during each 2-year period after initial certification. The in-service training must be School Security Officer related to include a legal update and other relevant topics approved by the department.

Please print.

School Security Officer Name: _____

School Division: _____

Assigned School: _____

*The School Security Officer indicated above has completed 16 hours of school security related training within the 2-year period following date of certification/re-certification. Course content of said training has met with the approval of the Virginia Center for School Safety within the Virginia Department of Criminal Justice Services. **Copies of the necessary PIC forms/documentation to show proof of participation are attached.** I, the undersigned, do hereby certify that all entries on and attachments to this application are true and complete. I understand that all information on this application is subject to verification.*

Name: _____
(School Security Officer Contact Person)

Signature: _____

Date: _____

Please submit completed application to:

Donna Bowman
Virginia Center for School Safety
Department of Criminal Justice Services
202 N. Ninth St., 10th floor
Richmond VA 23219
FAX: (804) 692-0948
TEL: (804) 371-6506